FOR THE YEAR ENDED 31 MARCH 2013

REGISTERED NUMBER - 3188730



29 Howard Street North Shields Tyne and Wear NE30 1AR FRIDAY



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FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2013

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The Appendix do not form part of the Statutory Financial Statements

Prepared by Essell
Accountants, Tax and Management Consultants
29 Howard Street
North Shields NE30 1AR
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Ref ACR/2267

Legal and Administrative Information for the Year Ended 31 March 2013

Constitution

The North East Religious Learning Resources Centre Limited is a company limited by guarantee and a registered charity governed by its memorandum and articles of association. Company Number 3188730 (England and Wales), Charity Number 1055285

Directors and Trustees

The Directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees

The trustees serving during the year and since the year end were as follows

Revd Canon Sheila Bamber - Chairperson Miss Lesley Richardson (resigned 18/10/12) Revd Dorothy Robinson Mr Denis Haley Mrs Isobel Short Revd Prof Jeffrey Astley Mrs Joanne Mcshane Mrs Ann Casson Mrs Jane Ackroyd (resigned 18/10/12) Canon Stephen Cherry Mr Graham Barnard Revd Canon Cathy Rowling Mr Jeremy Fitt Revd Dr David Bryan

Trustees are appointed according to the Memorandum and Articles of Association and are ex-officio representatives, or nominees, of the following bodies. The North of England Institute for Christian Education, the Durham Diocesan Board of Education, the North East Occumenical Course and the Bishop's Council of the Diocese of Newcastle. In addition up to four members may be co-opted by the Board of whom one shall be a practising Anglican communicant and one from another Christian Denomination.

Registered Office

Carter House, Pelaw, Leazes Lane, Durham, DH1 1TB

Independent Examiner

Alex Robinson, Essell Accountants, 29 Howard Street, North Shields, Tyne and Wear, NE30 1AR

Bankers

National Westminster Bank plc, 12 Market Place, Durham, DH1 3NG

Report of the Trustees for the Year Ended 31 March 2013

The Trustees are pleased to present their report together with the financial statements of the charity for the year ended 31 March 2013

Legal and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities

Objects of the Charity

The principal activity of the company is the provision of the promotion of the charitable object as laid out in the memorandum and Articles of Association (1996). The advancement of religious education in the North East of England through the establishment and maintenance of resources centres, the provision of advice, guidance and assistance, the provision of courses, seminars and training

Investment Powers

Under the Memorandum and Articles of Association, the charity has the power to make any investment which the Trustees see fit

Related Parties

The charity has a very close relationship with St. Hild and St. Bede which provides funding to enable the charity to carry out its charitable objectives

Financial Review

2013 showed an overall deficit of £3,706 compared to a deficit of £10,151 in 2012

Achievements and Performance

During this financial year the North East Religious Learning Resources Centre has continued to support, promote and develop religious learning in the region via partnerships with schools, churches, faith and non-faith based organisations, institutions, groups and individuals. Investment ensured that the resources collections at both the Durham and the Percy Main sites were expanded and exploited effectively. Membership was constant with approximately 1,100 members as of the 31st March 2013. Training was offered through a variety of different means including the Events, Courses and Training Programme and through sessions led by the Director for regional and national groups.

Health and Safety

In accordance with the provision of the Health and Safety at Work Act 1974, the company has been aware of its legal responsibilities for carrying out an appropriate policy

Risk Statement

The management committee has conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate these risks

Report of the Trustees for the Year Ended 31 March 2013

Reserve Policy

The management committee has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be equivalent to between six and twelve months of the resources expended. At this level the Trustees feel they would be able to continue the current activities in the event of a drop in funding

Statements of Trustees Responsibilities

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and the apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- prepare financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the preventions and detection of fraud and other irregularities

Independent Examiners

The independent examiner, Alex Robinson will be proposed for re-appointing in accordance with Section 485 of the Companies Act 2006

In preparing this report, the trustees have taken advantage of special examinations applicable to small companies conferred by Part 15 of the Companies Act 2006

ON BEHALF OF THE BOARD.

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Trustee

Revd Dr David Bryan

Date 170413

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE NORTH EAST RELIGIOUS LEARNING RESOURCES CENTRE LIMITED

I report on the accounts of the Trust for the year ended 31 March 2013 which are set out on pages 5 - 12

Respective Responsibilities of the Trustees and Examiner

The Charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required this year (under section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts (under section 145 of the 2011 Act)
- to follow the procedures laid down in the General Direction given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act), and
- to state whether particular matters have come to my attention

Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission. That examination includes a review of the accounting records kept by the trustee's and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts. The report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention

- (1) Which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act, and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the 2011 Act and the Regulations have not been met, or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Mr Alex Robinson FCCA Essell Accountants 29 Howard Street, North Shields Date

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2013

	Notes	<u>General</u> <u>Fund</u> £	Designated Fund £	<u>Total</u> <u>2013</u> £	<u>Total</u> 2012 £
Incoming Resources					
Incoming Resources from Generated Funds Voluntary Income Grant Received from					
St Hild and Bede Other Grants Church Institute		100,000 15,500 2,558	0 0 0	100,000 15,500 2,558	96,500 677 1,324
		118,058	0	118,058	98,500
Activates for generating funds Retail Sales - Books - Cards - Others		10,216 61 125	0 0 0	10,216 61 125	6,928 657 144
		10,402	0	10,402	7,729
Investment Income Bank Interest		85	0	85_	138
		128,545	0	128,545	106,367
Incoming Resources from Charitable Activities	2	18,440	0	18,440	16,246
Total Incoming Resources		146,986	0	146,986	122,613
Resources Expended					
Costs of Generating Funds					
Fundraising Trading Costs of Goods Sold and Other Costs	3	10,243	0	10,243	7,227
Charitable Activities	4	118,170_	0	118,170	110,790
Governance Costs	5	22,278	0	22,278	14,747
Total Resources Expended		150,692	0	150,692	132,764
Net Incoming / (Outgoing) Resources for the Year		(3,706)	0	(3,706)	(10,152)
Balance as at 31st March 2012		340,125	0	340,125	350,277
Balance as at 31st March 2013		336,419	0	336,419	340,125

These notes form part of these financial statements

BALANCE SHEET AS AT 31 MARCH 2013	2013	2012
	£	£
FIXED ASSETS	_	_
Tangible Assets (Note 9)	245,826	247,915
CURRENT ASSETS		
CBF Deposit Fund (Note 10) Debtors (Note 11) Cash at Bank and in Hand	61,189 29,639 13,836 104,664	63,172 27,545 7,522 98,239
CREDITORS : AMOUNTS FALLING DUE WITHIN ONE YEAR	1,633	1,522
NET CURRENT ASSETS	103,031	96,717
NET ASSETS	348,858	344,632
CAPITAL AND RESERVES		
Accumulated Fund (Note 14) Revaluation Reserve (Note 15)	336,419 	340,125 4,507 344,632

For the year ended 31 March 2013, the Company was entitled to exemption from the requirement to have an audit under the provisions of Section 477(2) of the Companies Act 2006. No notice has been deposited with the Company under Section 476 of that Act requiring an audit to be carried out.

Balance Sheet continues on page 4

BALANCE SHEET AS AT 31 MARCH 2013

(Continued)

The Directors acknowledge their responsibilities for -

- 1) ensuring that the Company keeps accounting records which comply with Section 386 of the Companies Act 2006, and
- 2) preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its profit for the financial year in accordance with the requirements of Section 393 of the Companies Act 2006 and which otherwise comply with the requirements of that Act relating to financial statements so far as applicable to the Company

These financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and the Financial Reporting Standard For Smaller Entities

In the Directors' opinion the Company is entitled to the exemptions as a small company

Approved by the Board

Revd Dr David Bryan

Trustee

Date

D. Srya.

CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2013

	Notes	31.03.13 £	31 03.12 £
Net Cash Inflow / (Outflow) from Charitable			
Activities	1	(3,601)	(12,759)
Add Transferred from Deposit Account		10,000	0
Less Capital Expenditure during Period		0	0
Less Investment Income Received		<u>(85)</u>	(138)
Increase / (Decrease) in Cash in Period		6,314	<u>(12,897)</u>

1. Reconciliation of Operating Surplus / (Deficit) to Net Cash Outflow from Charitable Activities

			31 03	.13	31 03 12	
			£	£	£	£
	Opera	ating Surplus / (Deficit)		(3,706)		(10,151)
	Add	Depreciation Decrease / (Increase) in Receivables (Decrease) / Increase in Creditors	2,089 (2,094) 111		1,019 (3,168) (458)	
			_	106	_	(2,608)
	Net C	Cash Inflow / (Outflow) from Charitable Activities	=	(3,601)	=	(12,759)
2	Analy	ysis of Changes in Net Funds				
				31.03.13		31.03.12
		Cash at Bank and In Hand as at 31 March 2012 Cash Flow	_	7,522 6,314	-	20,418 (12,897)
		Cash at Bank and In Hand as at 31 March 2013		13,836		7,521

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2013

1. ACCOUNTING POLICIES

Accounting Convention

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2005) issued in March 2005, applicable accounting standards and the Companies Act 2006. The principal accounting policies adopted in the preparation of the financial statements are as follows.

Financial Reporting Standard Number 1

Exemption has not been taken from preparing a cash flow statement on the grounds that the company qualifies as a small company as it is seen as enhancing the information provided by the financial statements

Incoming Resources

Incoming Resources represents grants, sales and other work done during the year. It is prepared on an accrual basis

Tangible Fixed Assets

Depreciation is provided at the following rates in order to write off each asset over its estimated useful life

Computer - 33% Reducing Balance Fixtures and Fittings - 10% Reducing Balance

The Trustees consider that the useful economic lives of the religious books are in excess of fifty years and that the recoverable amount on these books would be no lower than cost price. As a consequence any depreciation charged and accumulated would not be material to the accounts. In accordance with FRS 15, annual impairment reviews are undertaken to confirm that there is no change to the anticipated economic lives of these assets. New books purchased are charged directly to the SOFA, such that the value of books held remains constant.

Where assets are purchased with funds given for that specific purpose the Trustees may elect that the asset is written off in full in the year of acquisition in order to match expenditure with income

Pension Costs

The charity contributes to the Teacher's Pension Scheme and the Church of England Defined Contributions Scheme, part of the Church Workers Pension Fund

Fund Accounting

Fund held by the charity are either

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees

Designated funds - these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2013

2. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	<u>General</u> <u>Fund</u> £	Designated Fund £	<u>Total</u> 2013 £	<u>Total</u> 2012 £
Artefact and Topic Boxes	230	0	230	198
Godly Playbox	153	0	153	113
Membership	16,500	0	16,500	13,575
Book Fines	1,304	0	1,304	1,827
Course Fees and Training	. 0	0	. 0	0
Sundry Income	<u>254</u>	0	254	534
	<u> 18,440</u>	0	18,440_	16,246

3 COSTS OF GENERATING FUNDS - FUNDRAISING TRADING COSTS OF GOODS SOLD AND OTHER COSTS

	<u>General</u> <u>Fund</u> £	<u>Designated</u> <u>Fund</u> £	<u>Total</u> <u>2013</u> £	<u>Total</u> 2012 £
Advertising and Marketing	376	0	376	1,552
Cost of Retail Sales	9,867	0	9,867_	5,675
	10,243	0	10,243	7,227

4 CHARITABLE ACTIVITIES

	<u>Generai</u> <u>Fund</u> £	Designated Fund £	<u>Total</u> 2013 £	<u>Total</u> 2012 £
	~	~	~	~
Staff Costs	88,376	0	88,376	82,916
Resources Purchased	9,649	0	9,649	9,493
Subscriptions	1,885	0	1,885	1,691
Travel and Subsistence Costs	3,170	0	3,170	3,293
Health and Safety	365	0	365	281
Insurance	2,524	0	2,524	2,055
Sundry Expenses	113	0	113	44
Office Accommodation	10,000	0	10,000	10,000
Depreciation	2,089	0	2,089	1,019
	<u>118,170</u>	0	118,170	110,790

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2013

5. GOVERNANCE COSTS

	General <u>Fund</u> £	<u>Designated</u> <u>Fund</u> £	<u>Total</u> <u>2013</u> £	<u>Total</u> 2012 £
Telephone	2,320	0	2,320	1,562
Postage	640	0	640	678
Stationery	618	0	618	696
Photocopying	335	0	335	444
Repairs and Maintenance	136	0	136	73
Computer	5,186	0	5,186	5,193
Independent Examiner	744	0	744	744
Business Review Costs	Costs <u>12,299</u> <u>0</u> <u>1</u>	12,299	5,356	
	22,278	0_	22,278	14,747

6. STAFF COSTS

	<u>Total</u> 2013	<u>Total</u> <u>2012</u>
	£	£
Wages and Salaries	68,881	67,676
Net Social Security Costs	6,376	6,349
Pension Contributions	7,659_	7,736
	82,916	81,761
The average weekly number of employees during the year was	8	8

No Employee received remuneration amounting to more than £60,000 in either year

Mr Haley received remuneration for being treasurer during the year

Other Trustees received no remuneration and were not reimbursed for any of their expenses in either year

7 NET OUTGOING RESOURCES

The Net Outgoing Resources are stated after charging	<u>Total</u> <u>2013</u> €	<u>Total</u> 2012 £
Independent Examiner	744	744

8. TAXATION

No liability to UK Corporation Tax arose on activities for the period ended 31 March 2013

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2013 (Continued)

9 TANGIBLE FIXED ASSETS

•	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		Other		
		Computer £	Equipment £	Books £	Total £
	COST				
	As at 1 April 2012	42,581	35,374	239,460	317,415
	Additions in the Year	0	0	0	0
	Disposals in the Year	0	0	0	
	As at 31 March 2013	42,581	35,374	239,460	317,415
	DEPRECIATION				
	As at 1 April 2012	42,374	27,126	0	69,500
	Disposals in the Year	42,374	27,120	0	09,500
	Charge for the Year	208	1,881	Ŏ	2,089
	As at 31 March 2013	42,581	29,008	0	71,589
				-	
	NET BOOK VALUE				
	As at 31 March 2013	0	6,366	239,460	245,826
	As at 1 April 2012	208	8,248	239,460	247,915
10	INVESTMENT ACCOUNT		2013		2012
	INVESTMENT ASSOCIATION		£		£
	Central Board of Finance Deposit Account		8,750		18,665
	CCLA Invesntment Fund at valuation		52,439		44,507
			61,189	•	63,172
			-	•	
11	DEBTORS		2013		2012
			£		£
	Amounts falling due within one year		05.000		04.405
	St Hild and St Bede		25,000		24,125
	Other Debtors		1,135		2.420
	Prepayments		3,504		3,420
			29,639	•	27,545
				;	,0

12 CHARITABLE STATUS

The North East Religious Learning Resources Centre Limited is a Registered Charity (1055285)

13 SHARE CAPITAL

The North East Religious Learning Resources Centre Limited is a company limited by guarantee

14	RECONCILIATION OF MOVEMENTS IN RESERVES	2013 £	2012 £
	Accumulated Fund at 1 April 2012 Surplus / (Deficit) for the Financial Period	340,125 (3,706)_	350,277 (10,151)
	Accumulated Fund at 31 March 2013	336,419	<u>340,1</u> 25

15 REVALUATION RESERVE

The revaluation reserve shows the movement in value over the year of the CCLA investment fund

SHEET 1

FINANCIAL SCHEDULE SHOWING ACTUAL RESULTS AND PROJECTION.

	FINANCIAL YEARS – ACTUAL									
Headings	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	Project 2013/14			
	£'s	£'s	£'s	£'s	£'s	£'s	£'s			
INCOME· Hild / Bede Grant, a) Projected b) Actual	85000	88500	91000	94000	96500	115000	103000			
EXPENDITURE:										
Direct Charitable Expenditure										
c) Salaries	73646	75713	81164	81761	82916	88376	90800			
d) Travel/Training etc	4297	2973	3521	3651	3574	3535	3700			
e) Rental Accommodation	9553	10065	10000	10000	10000	10000	10000			
f) R C Books and Subscriptions	7650	6482	8055	4404	9020	9577	9000			
g) Marketing		1064	1206	300	305	352	400			
TOTAL	95146	96297	103946	100116	105815	111840	113900			
Management and Administration										
h) Telephones	1516	1402	1324	1545	1562	2320	2500			
i) Postage	1107	563	809	931	678	640	800			
J) Stationery	396	861	1295	887	696	618	700			
k) Computers	7122 1554	8414 1655	8066 1732	7399	5193 2055	5186 2524	6000 2700			
i) Insurance	792	702	705	1928 780	744	744	750			
m) Independent Examiner n) Repairs and Renewals	0	0	703	0	73	136	730			
o) Professional Fees	1 6	0	575	0	0	130				
p) Depreciation	2924	4621	1381	1214	1019	2089	2000			
g) Sundries	89	96	41	127	44	113	100			
r) Business Review Costs	 	 		12,	5356	11555	5000			
TOTAL:	15500	18314	15928	14811	17420	25925	20550			
TOTAL EXPENDITURE:	110646	114611	119874	114927	123235	137765	134450			
Under / (Over) Expenditure on Grant	(25646)	(26111)	(28874)	(20927)	(26735)	(22765)	(31450)			
Add: R. C. Income Generation:	22323	28759	23839	19325	16584	19059	25000			
Total Under / (Over) Expenditure:	(3323)	2648	(5035)	(1602)	(10151)	(3706)	(6450)			
Cash Balance - End of Year,	75084	82361	79185	81727	70694	75025	70000			

DETAILS OF RESOURCES CENTRE INCOME GENERATION.

	1 2007/08 1 2008/09		3/09	2009/10		2010/11		2011/12		2012/13		
	£'s	£'s	£'s	£'s	£'s	£'s	£'s	£'s	£'s	£'s	£'s	£'s
1) Membership	15550		14860	•	15449		13893		13575		16500	
Less Advertising Costs	688		667		860		90		1248		24	
		14862		14193		14589		13803		12327	•	16476
											1	
2) Retail Sales	5686	-	10044		9084		8562		7729		10402	
Less Cost of Sales	5260		7648		7963	i	4801		5675		9867	
		426		2396		1121		3761		2054	[535
						i					ľ	
3) Book Fines		3489		3464		3025		2413		1827	1	1304
'												
4) Artifact Boxes Rental	355		455		354		263	-	198		230	
Less Cost of Maint	0		0		0		59		398		615	
		355		455		354		204		-200		-385
5) Godly Playbox	151		255		160		205		113		153	
Less Cost of Maint	0		lo		0		56		75		167	
		151		255		160	ŀ	149		38		-14
6) Photocopying Charges	52		44		39		38		40		85	
Less Cost	326		153		275		385	İ	444		335	
		-274		-109		-236		-347		-404		-250
				,,,,								
7) Courses and Training	270		2656		1317		0		100		0	
Less Cost	210		63		0		o		0		lo	
		60		2593		1317		0	-	100	Ĭ	0
												_
8) Postage Received		48		43		35		60		52		102
, and the second												
9) Holocaust Memorial Exhib.							1789				0	
Less Rental Fees							100		50		0	
	ł	0		0		0		-1689		50	4	0
10) Missc. Income												
		219		523		151		827		292	1	68
	į.)									
11) Bank Interest		2987		2720		514		133		138		85
'												
12) Donations / Grants	1509		3593	·· · · · ·	8781		1307		2001		3058	
Less Spend	1509		1367		5972		1296		1691		1920	
		0	•	2226		2809	4	11		310		1138
		Ĭ						• • •	l			
13) Website		0		0		0	 	Ó		0	1	0
-,		J		J		J		J				_
TOTAL AMOUNT:		22323		28759		23839		19325		16584		19059
IOIALAMOUNI.			· ·	20,00		20003		10020		,0004		1000